



Shovel Ready Guidelines

General Information

The Shovel Ready Program lowers the cost of site development, improves efficiency of state permitting and enhances the marketability of the site. Because site information is available before development, potential risks of investing and improving new land are reduced for businesses.

The goals of the Shovel Ready Program are to:

- Certify sites to expedite the location and permitting processes for business development
- Help local communities identify and prepare sites for economic development
- Identify and fast track the state, and local permits necessary for a specific site (dependent on the end user)

The Indiana Economic Development Corporation (IEDC) will lead the program administration of Shovel Ready and will utilize the Fast Access Site Team (FASTeam) to deliver the fast-track permitting at the State level. The FASTeam includes representatives from the IEDC, the Indiana Department of Natural Resources, the Indiana Department of Environmental Management, the Indiana Department of Transportation, the Indiana State Department of Health, the Indiana State Department of Agriculture and the Indiana State Department of Homeland Security.

Minimum Standards

The minimum standards listed below must be met for a site to be considered for certification:

- Executive-level local government official support (Elected official or executive is defined as a Mayor, County Commissioner or Town Council President)
- Clear title or development option. Fifty-year title search & letter from property owner/option holder stating that site is for sale/lease.
- Maps:
 - ALTA Map
 - Site map showing lot layout
 - USGS Topographical Map
 - Aerial Map
- Infrastructure in place at site:
 - Primary infrastructure includes: roads, electric, gas, high speed communications (including broadband), wastewater/sewer and public water supply (an appropriate capacity for each item will be determined)
 - Secondary infrastructure includes: air, rail, highway access
- Phase I Environmental Site Assessment performed by a certified professional within prior 6 months (Phase I Report and supporting information based on ASTM standards E 1527-00 or E 1527-05.) Remediated sites provide documentation of liability protection.
- Wetland delineation demonstrating that impacts to waters of the state will be avoided or mitigation plan approved by IDEM.
- Water and Wastewater infrastructure to property line or demonstrate the ability to construct and pay for the infrastructure up to property line. Capacity clearly defined.



- Transportation infrastructure to property line or demonstrate the ability to construct and pay for the infrastructure up to property line.
- Electric infrastructure to property line or demonstrate the ability to construct and pay for the infrastructure up to property line. Capacity clearly identified.
- Natural Gas infrastructure to property line or demonstrate the ability to pay for the infrastructure up to the property line. Capacity clearly identified.
- High speed communications infrastructure to property line or demonstrate the ability to construct and pay for infrastructure up to property line. Capacity clearly identified.

Selection Criteria

Applicants for Shovel Ready will be competitively evaluated and certified based on the information submitted in the application. The IEDC is committed to maintaining a diverse selection of certified sites, including both greenfield and remediated sites. Diversity factors include community size, type of development project and geography. There are no minimum or maximum acreage requirements.

Deadlines and Procedures

The Shovel Ready Program applications, with all relevant attachments, are due by the dates listed on the [IEDC website](#). Incomplete applications will not be considered.

Four paper copies, including one original copy, and one compact disc (CD) of the application should be submitted to: **Indiana Economic Development Corporation, attention: Brad Moore, One North Capitol, Suite 700, Indianapolis, IN, 46204.**

The FASTeam will evaluate and approve the applicants. If you submit a complete application and do not receive certification for the current scoring round, you may reapply for Shovel Ready certification using your existing application for up to a one-year period. In order to reapply, you must send a cover letter and any material changes to your original application.

The applicant will be required annually to notify the IEDC of any changes or deviations, such as zoning or infrastructure changes, from their original application. Failure to submit updates could lead to the loss of the Shovel Ready certification.

If awarded Shovel Ready certification, the site information will be listed on [Indiana Site & Building Database](#). A requirement of ongoing Shovel Ready eligibility will be to stay in compliance with the reporting requirements of the Site and Building Database Management System.

Contact Information

To learn more about the Shovel Ready Program, visit the IEDC website at <http://www.in.gov/iedc/188.htm> or contact **Brad Moore** at bmoore@iedc.in.gov or by phone at (317) 233-6796.

These guidelines may be modified at any time by the IEDC to address demand and other issues to promote the effective and efficient administration of the Shovel Ready Program.

Revised on 8/1/07